



# BID SOLICITATION

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

**BID NUMBER: B03257**  
**TITLE: VEHICLE MAINT & REPAIR**  
**BID OPENING DATE AND TIME:**  
**01/11/2004 11:30 AM**

BUYER: LISA HILL  
PHONE #: (401) 222 - 2142 ext. 116  
BLANKET PERIOD: 1/1/04 - 12/31/06

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NORTH SCITUATE RI 02857

Requisition Number(s): R15A037367

Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>BLANKET REQUIREMENTS: 1/1/04 - 12/31/06</p> <p>BIDDING</p> <p>(a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State.</p> <p>(b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordering during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered.</p> <p>(c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost.</p> <p>(d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request.</p> <p>ORDERING</p> <p>(a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period.</p> <p>(b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.</p>				

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	<p>AN INSURANCE CERTIFICATE IN COMPLIANCE WITH PROVISIONS OF ITEM 31 (INSURANCE) OF THE GENERAL CONDITIONS OF PURCHASE IS REQUIRED FOR COMPREHENSIVE GENERAL LIABILITY, AUTOMOBILE LIABILITY, AND WORKERS' COMPENSATION AND MUST BE SUBMITTED BY THE SUCCESSFUL BIDDER(S) TO THE DIVISION OF PURCHASES PRIOR TO AWARD. THE INSURANCE CERTIFICATE MUST NAME THE STATE OF RHODE ISLAND AS CERTIFICATE HOLDER AND AS AN ADDITIONAL INSURED. FAILURE TO COMPLY WITH THESE PROVISIONS MAY RESULT IN REJECTION OF THE OFFEROR'S BID. ANNUAL RENEWAL CERTIFICATES MUST BE SUBMITTED TO THE AGENCY IDENTIFIED ON THE PURCHASE ORDER. FAILURE TO DO SO MAY BE GROUNDS FOR CANCELLATION OF CONTRACT.</p>				

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	<p>NOTE: IF THIS BID COVERS CONSTRUCTION, SCHOOL BUSING, HAZARDOUS WASTE, OR VESSEL OPERATION, APPLICABLE COVERAGES FROM THE FOLLOWING LIST MUST ALSO BE SUBMITTED TO THE DIVISION OF PURCHASES PRIOR TO AWARD:</p> <ul style="list-style-type: none"> <li>* PROFESSIONAL LIABILITY INSURANCE (AKA ERRORS &amp; OMISSIONS) - \$1 MILLION OR 5% OF ESTIMATED PROJECT COST, WHICHEVER IS GREATER.</li> <li>* BUILDER'S RISK INSURANCE - COVERAGE EQUAL TO FACE AMOUNT OF CONTRACT FOR CONSTRUCTION.</li> <li>* SCHOOL BUSING - AUTO LIABILITY COVERAGE IN THE AMOUNT OF \$5 MILLION.</li> <li>* ENVIRONMENTAL IMPAIRMENT (AKA POLLUTION CONTROL) - \$1 MILLION OR 5% OF FACE AMOUNT OF CONTRACT, WHICHEVER IS GREATER.</li> <li>* VESSEL OPERATION - (MARINE OR AIRCRAFT) - PROTECTION &amp; INDEMNITY COVERAGE REQUIRED IN THE AMOUNT OF \$1 MILLION.</li> </ul>				

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	THIS IS A MULTI-YEAR BID/CONTRACT. PER RHODE ISLAND STATE LAW 37-2-33, CONTRACT OBLIGATIONS BEYOND THE CURRENT FISCAL YEAR ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES.				

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	<p>RHODE ISLAND STATE POLICE VEHICLE PREVENTATIVE MAINTENANCE &amp; REPAIRS</p> <p>THE STATE OF RHODE ISLAND, DIVISION OF STATE POLICE, IN CONJUNCTION WITH THE DEPARTMENT OF ADMINISTRATION/STATE FLEET OPERATIONS, IS REQUESTING BIDS TO PROVIDE THE FOLLOWING:</p> <p>SCOPE:</p> <p>THE PURPOSE OF THIS REQUEST FOR PROPOSAL IS TO SOLICIT OFFERS FROM FULL-SERVICE AUTOMOTIVE AND LIGHT TRUCK REPAIR FACILITIES FOR A BROAD SPECTRUM OF MAINTENANCE AND REPAIR SERVICES AS MAY BE REQUIRED FOR VEHICLES IN THE STATE POLICE FLEET. BECAUSE THIS FLEET IS DISPERSED ACROSS THE STATE, FACILITY LOCATION WILL BE A PRIME CONSIDERATION WITH REGARD TO SELECTION AND AWARD, AND IT IS THE STATE'S INTENT TO IDENTIFY AND AWARD TO ONE OR MORE REPAIR FACILITIES BASED UPON REGIONS.</p> <p>*****IMPORTANT NOTICE*****</p> <p>THIS SOLICITATION APPLIES TO VENDORS WITH THE ABILITY TO PROVIDE ABOVE SERVICES FOR POLICE VEHICLES IN THE PORTSMOUTH PATROL AREA ONLY.</p> <p>*****</p> <p>THE VENDOR MUST AGREE TO BE A FULL SERVICE STATION AND PERFORM ANY AND ALL WORK.</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	STATE POLICE FLEET PROFILE:  THE STATE POLICE FLEET TOTALS 250 VEHICLES STATEWIDE, CONSISTING OF FORD CROWN VICTORIA (POLICE PACKAGE), FORD TAURUS, EXPLORER, CHEVROLET TAHOE, OTHER LIGHT TRUCKS AND VANS, SEVERAL DIFFERENT MODELS OF UNDERCOVER VEHICLES, AS WELL AS SEVERAL "SPECIALTY" VEHICLES.  CONTRACT PERIOD:  CONTRACTS WILL BE EFFECTIVE FOR A PERIOD OF THREE (3) YEARS.				

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	<p>SCHEDULING:</p> <p>STATE POLICE VEHICLES NEEDING REPAIRS OR OTHER ROUTINE MAINTENANCE SHALL BE TAKEN TO THE REPAIR FACILITY TO WHICH THEY ARE ASSIGNED ON AN AS-NEEDED BASIS THROUGHOUT THE CONTRACT TERM. WORK ORDERS WILL BE ISSUED THROUGH THE STATE FLEET ADMINISTRATION. WHERE SERVICE APPOINTMENTS ARE REQUIRED, IT IS EXPECTED THAT STATE POLICE VEHICLES WILL BE GIVEN PRIORITY, AND THAT, IN ANY EVENT, AN APPOINTMENT WILL BE MADE FOR A DATE NOT TO EXCEED FIVE (5) DAYS FOLLOWING THE REQUEST. ANY STATE POLICE VEHICLE REQUIRING EMERGENCY REPAIRS WILL BE ACCOMMODATED BY THE ASSIGNED VENDOR AS SOON AS REASONABLY POSSIBLE. ALL DROP-OFF SERVICES WILL BE ACCOMPLISHED DURING THE SAME BUSINESS DAY UNLESS PRIOR APPROVAL HAS BEEN GRANTED BY THE DIVISION. IN SUCH CASES WHERE WORK CANNOT BE COMPLETED IN THE SAME DAY, THE VENDOR WILL PROVIDE AN ANTICIPATED COMPLETION DATE.</p> <p>VENDOR SHALL NOTIFY THE DIVISION, IN WRITING, WHY A COMPLETION DATE CANNOT BE MET.</p> <p>IN AN EFFORT TO MAINTAIN THE HIGHEST LEVEL OF QUALITY, THE DIVISION RESERVES THE RIGHT TO, AND PERIODICALLY MAY, CONDUCT RE-INSPECTIONS OF ANY VEHICLE TO WHICH REPAIRS HAVE BEEN MADE OR PERIODIC MAINTENANCE HAS BEEN PERFORMED BY A CONTRACT VENDOR. THIS RE-INSPECTION SHALL BE CONDUCTED BY SUCH PERSONNEL AND AT A LOCATION THAT IS DEEMED APPROPRIATE BY THE SUPERINTENDENT OF THE STATE POLICE OR HIS DESIGNEE.</p>				

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	<p>INVOICING FOR SERVICES RENDERED:</p> <p>PARTS</p> <p>INVOICES SHALL CITE THE WORK ORDER NUMBER, AND A COPY OF THE PARTS PRICE LIST MUST BE ATTACHED FOR ANY AND ALL REPAIRS MADE TO DIVISION VEHICLES, EXCLUDING ANY PERIODIC MAINTENANCE OR OTHER REPAIR FOR WHICH A FLAT-RATE FEE HAS BEEN PREVIOUSLY PROVIDED AND AGREED TO.</p> <p><input type="checkbox"/> EACH INVOICE SHALL INCLUDE AN ITEMIZED LIST OF PARTS USED AND A PRICE FOR THESE PARTS LESS THE PERCENT (%) DISCOUNT. VENDOR WILL ALSO LIST ALL FLUIDS USED AND THE PRICE FOR SUCH FLUIDS IN ACCORDANCE WITH THE FLUIDS PRICE LIST PAGE.</p> <p><input type="checkbox"/> WHEN PARTS ARE FURNISHED BY THE STATE, THEY SHALL BE ITEMIZED ON THE CONTRACTOR'S INVOICE AS "STATE FURNISHED PARTS", "NO COST".</p> <p>PARTS PRICING CANNOT EXCEED MANUFACTURER'S LIST PRICE AS DETERMINED BY THE PARTS MANUFACTURER. THIS PRICE IS CONSTANT, AND SHALL ONLY VARY IN ACCORDANCE WITH LEGITIMATE, PERIODIC INCREASES OR DECREASES BY THAT PARTICULAR PARTS MANUFACTURER. THIS PRICE IS NOT SET BY THE VENDOR, PARTS SUPPLIER, OR ANY OTHER PERSON, FIRM, OR CORPORATION OTHER THAN THE LEGITIMATE MANUFACTURER OF A PARTICULAR ITEM. ANY REPRESENTATION BY THE VENDOR OF ANY PRICE THAT IS HIGHER THAN THE MANUFACTURER'S LIST PRICE, FOR THE PURPOSES OF SUBTRACTING THE PERCENTAGE (%) OF DISCOUNT TO THE STATE, SHALL BE CONSIDERED FRAUD, AND ANY VENDOR MAKING SUCH REPRESENTATION MAY BE SUBJECT TO</p>				

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	<p>TERMINATION OF THEIR CONTRACT, AND OTHER SANCTIONS INCLUDING CRIMINAL PROSECUTION.</p> <p>LABOR</p> <p>INVOICES SHALL INCLUDE A CLEAR AND COMPLETE DESCRIPTION OF REPAIRS PERFORMED, AND MAY INCLUDE A COPY OF THE CORRESPONDING FLAT-RATE MANUAL PAGE RELATING TO THESE REPAIRS. THE INVOICE SHALL INCLUDE A TOTAL OF THE HOURS OF WORK PERFORMED (NUMBER OF HOURS AND/OR FRACTIONS THEREOF) AS DETERMINED IN ACCORDANCE WITH THIS MANUAL. A PAGE REFERENCE MUST BE INCLUDED WITH EVERY INVOICE INDICATING THE PAGE NUMBER, ISSUE NUMBER, AND VOLUME NUMBER OF THE FLAT-RATE MANUAL. (SHOP TIME BOOK) USED IN CALCULATING THE TOTAL HOURS. THIS FLAT-RATE MANUAL SHALL BE A PUBLICATION WHICH HAS BEEN PRE-APPROVED BY THE DIVISION FOR THIS PURPOSE.</p> <p>NO FLAT RATE FEES FOR DIAGNOSTIC LABOR WILL BE EXCEPTED, ALL TIMES MUST BE AS PER THE FLAT RATE MANUAL.</p> <p>NO CHARGES FOR ROAD TESTING FOLLOWING SERVICES PERFORMED WILL BE PERMITTED.</p>				

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	<p>SUB-CONTRACTING (SEE EVALUATION OF OFFERS) <input type="checkbox"/></p> <p><input type="checkbox"/> WHERE SUB-CONTRACTING WORK IS NECESSARY, INVOICES WILL INCLUDE A SEPARATELY NOTED, FULLY DISCLOSED AND ITEMIZED LISTING OF SUB-CONTRACTED WORK PERFORMED. VENDOR INVOICES SHALL ALSO INCLUDE A COPY OF THE BILL-FOR-SERVICES AS PROVIDED TO THE VENDOR BY THE SUB-CONTRACTOR. A LIST OF MARK-UP OF THE SUB-CONTRACTOR REPAIR(S) WILL ALSO BE INCLUDED, AND SHALL BE IN ACCORDANCE WITH THE AGREED UPON PERCENTAGE OF MARK-UP OF SUCH REPAIRS. ANY FAILURE OF THE VENDOR TO PROPERLY PROVIDE THE REQUIRED COPY OF THE SUB-CONTRACTOR BILL-FOR-SERVICES, OR IN ANY OTHER WAY FAIL TO ACCURATELY PROVIDE ANY OF THE REQUIRED INVOICING INFORMATION WILL RESULT IN NON-PAYMENT.</p> <p>NOTE: ALL PRICING IS TO BE INVOICED WITHIN THE CATEGORIES OUTLINED. NO "SUPPLIES", "FREIGHT", "HARDWARE", OR OTHER MISCELLANEOUS CHARGES WILL BE ACCEPTED.</p>				

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	<p>BILLING FOR SERVICES RENDERED:</p> <p>THE CONTRACTOR SHALL RENDER INVOICES FOR SERVICES PERFORMED DIRECTLY TO THE STATE POLICE. UNDER THIS ARRANGEMENT, THE CONTRACTOR IS RESPONSIBLE FOR FURNISHING ONE (1) COPY OF THE INVOICE AT THE TIME THE SERVICE IS COMPLETED, AND OBTAINING THE SIGNATURE OF THE PERSON RECEIVING THE SERVICE ON THE ORIGINAL AS WELL AS ANY COPIES OF SAID INVOICE. INVOICES SUBMITTED WHICH DO NOT CONTAIN THE REQUIRED SIGNATURE ARE SUBJECT TO NON-PAYMENT.</p> <p>INVOICES SHALL CONTAIN THE MAKE, MODEL, AND YEAR OF THE VEHICLE TO BE SERVICED, THE VEHICLE NUMBER, DATE OF SERVICE (DROP-OFF DATE) VEHICLE MILEAGE AT THE TIME OF SERVICE, AND THE NAME OF THE AUTHORIZED CONTRACTOR EMPLOYEE PREPARING THE INVOICE. INVOICE SHALL ALSO INCLUDE SIGNATURE OF PERSON RECEIVING SERVICE. (AS DEFINED IN THE PREVIOUS PARAGRAPH). INVOICE SHALL ALSO CONTAIN THE PURCHASE ORDER NUMBER ISSUED BY STATE FLEET OPERATIONS FOR THE VEHICLE REPAIRS AND/OR SERVICE. PURCHASE ORDER NUMBERS SHALL BE OBTAINED BY THE DIVISION MEMBER ARRANGING FOR SERVICE WITH THE VENDOR. IN NO INSTANCE SHALL A VENDOR CONTACT STATE FLEET OPERATIONS DIRECTLY FOR THE ISSUANCE OF A PURCHASE ORDER NUMBER.</p>				

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**STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS**  
**CAPITOL HILL**  
**PROVIDENCE RI 02908**

# BID SOLICITATION

**BID NUMBER: B03257**  
**TITLE: VEHICLE MAINT & REPAIR**  
**BID OPENING DATE AND TIME:**  
**01/11/2004 11:30 AM**

BUYER: LISA HILL  
PHONE #: (401) 222 - 2142 ext. 116  
BLANKET PERIOD: 1/1/04 - 12/31/06

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Requisition Number(s): R15A037367

Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>A DIVISION MEMBER DROPPING A VEHICLE OFF FOR SERVICE AT AN AUTHORIZED VENDOR WILL INDICATE SPECIFICALLY TO THE VENDOR WHAT MAINTENANCE AND/OR REPAIRS ARE TO BE PERFORMED ON SAID VEHICLE. VENDORS ARE TO PERFORM ONLY THOSE SERVICES AUTHORIZED AT THE TIME A VEHICLE IS DELIVERED TO THE VENDOR, AND AS ARE INDICATED BY A DIVISION MEMBER. IF A VEHICLE IS FOUND TO NEED ADDITIONAL, SUBSEQUENT, OR UNANTICIPATED REPAIRS, AN ESTIMATE OF THE TOTAL COST OF THESE REPAIRS SHALL BE COMPLETED BY THE VENDOR. THE VENDOR IS THEN REQUIRED TO CONTACT THE DIVISION'S PERSONNEL OFFICER OR DIRECTOR OF FINANCE BEFORE COMPLETING ANY ADDITIONAL, SUBSEQUENT, OR UNANTICIPATED REPAIRS.</p> <p>ANY OR ALL PARTS REPLACED AS THE RESULTS OF REPAIR OR ROUTINE SHALL BE MANUFACTURER'S ORIGINAL REPLACEMENT PARTS (OEM) FOR THE FULL TERM OF THE WARRANTY PERIOD FOR THE VEHICLE(S) INVOLVED, UNLESS OTHERWISE SPECIFIED IN BID.</p> <p>ALL EMERGENCY REPAIRS MUST BE APPROVED BY THE DIVISION PERSONNEL OFFICER, LT. GLENN SKALUBINSKI AT (401) 444-1048 OR THE DIRECTOR OF FINANCE, ELAINE RICHARDS AT (401) 444-1112.</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>IN THE EVENT A DIVISION VEHICLE IS EXPERIENCING AND INTERMITTENT OR UNKNOWN MECHANICAL PROBLEM, A COMPLETE AND THOROUGH DIAGNOSIS OF THIS PROBLEM SHALL BE MADE BY THE VENDOR, AND AN ESTIMATE CONTAINING A TOTAL COST OF REPAIRS SHALL BE COMPLETED. THE VENDOR SHALL CONTACT THE DIRECTOR OF FINANCE OR THE DIVISION'S PERSONNEL OFFICER FOR AUTHORIZATION BEFORE COMPLETING ANY SUCH REPAIRS. ANY REPAIRS PERFORMED WITHOUT PRIOR AUTHORIZATION ARE SUBJECT TO NON-PAYMENT.</p> <p>INVOICING FOR EACH AUTHORIZED WORK ORDER MUST BE SUBMITTED IN FOUR COPIES (ORIGINAL PLUS THREE COPIES) TO:</p> <p>RHODE ISLAND STATE POLICE HEADQUARTERS DIRECTOR OF FINANCE 311 DANIELSON PIKE NORTH SCITUATE, RI 02857</p> <p>INVOICES RECEIVED IN LESS THAN FOUR COPIES WILL BE RETURNED FOR RESUBMISSION.</p> <p>NOTE: <input type="checkbox"/> INVOICES SUBMITTED DIRECTLY TO STATE FLEET OPERATIONS WILL NOT BE PROCESSED FOR PAYMENT.</p>				

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Requisition Number(s): R15A037367

Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>SERVICES NOT LISTED:</p> <p>FOR SERVICE OR REPAIRS THAT NEED TO BE PERFORMED, BUT ARE NOT LISTED IN THE FLAT-RATE-MANUAL, AN ESTIMATE OF THE NUMBER OF HOURS REQUIRED TO PERFORM THIS SERVICE SHALL BE PREPARED BY THE VENDOR PRIOR TO THE COMMENCEMENT OF ANY SUCH WORK. THIS ESTIMATE SHALL THEN BE PROVIDED TO THE DIRECTOR OF FINANCE OR THE DIVISION'S PERSONNEL OFFICER FOR AUTHORIZATION AND APPROVAL. IF APPROVED, THIS ESTIMATE SHALL BECOME THE CEILING AS TO THE MAXIMUM NUMBER OF HOURS TO BE CHARGED FOR LABOR UNDER THE CONTRACT FOR THAT REPAIR ORDER. TIME ALLOWANCE FOR SUCH WORK SHALL BE THE ACTUAL HOURS OF PRODUCTIVE LABOR NECESSARY TO COMPLETE THE JOB, BUT NOT TO EXCEED THE CEILING. AT THE POINT OF INVOICING SUCH REPAIR ORDERS, APPROVAL AND ACCEPTANCE OF THE CHARGES BY THE DIVISION SHALL BE CERTIFICATION AS TO THE REASONABLENESS OF THESE CHARGES. IF THE CEILING OFFERED BY THE VENDOR FOR THE JOB IS CONSIDERED UNREASONABLE BY THE DIVISION, OR OTHERWISE SUBJECT TO QUESTION BASED ON COST EXPERIENCE AND ESTIMATES OF PREVAILING COSTS FOR SUCH WORK, THE DIVISION RESERVES THE RIGHT TO PROCURE ESTIMATES AND SERVICES BY OTHER AUTHORIZED VENDORS, OR ON THE OPEN MARKET, AS A COMPARISON AND/OR ALTERNATIVE TO THE ESTIMATE PROVIDED BY THE ORIGINAL VENDOR.</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>IN THOSE CASES WHERE A MULTIPLE OF SERVICES AND/OR REPAIRS ARE COMBINED IN A FLAT-RATE MANUAL, THE TOTAL NUMBER OF LABOR HOURS PROVIDED BY THE FLAT-RATE MANUAL FOR THIS COMBINATION OF SERVICES SHALL BE USED BY THE VENDOR IN PREPARING THE TOTAL LABOR CHARGE. IN NO CASE SHALL A VENDOR LIST SEPARATELY ANY LABOR CHARGES FOR REPAIRS THAT ARE COMBINED IN THE FLAT-RATE MANUAL. ANY INVOICES SUBMITTED WHICH INCLUDE SUCH A SEPARATION SHALL BE SUBJECT TO NON-PAYMENT.</p> <p>LABOR GUIDES:</p> <p>THE 2003 MITCHELL GUIDE IS TO BE USED. ANNUAL RENEWAL WILL REQUIRE NEXT YEAR ISSUE.</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>WARRANTY:</p> <p><input type="checkbox"/> ALL SERVICE AND REPAIRS SHALL BE PERFORMED IN A WORKMANLIKE FASHION, USING NEW REPLACEMENT PARTS OF PRIME MANUFACTURE OR MAJOR BRANDS ONLY. ALL MAINTENANCE AND REPAIR SERVICES WILL BE UNCONDITIONALLY WARRANTED FOR A PERIOD OF NINETY (90) DAYS FOLLOWING THE DATE OF ORIGINAL SERVICE, EXCEPT WHERE THE NORMAL WARRANTY EXTENDED BY THE CONTRACTOR, OR THAT EXTENDED BY THE PARTS MANUFACTURER, EXCEEDS THIS PERIOD. ALL SERVICE RECALLS SHALL BE PERFORMED AT NO COST TO THE DIVISION; ADDITIONALLY, THE DIVISION SHALL NOT HONOR ANY CHARGES FOR SUBSEQUENT OR CONSEQUENTIAL DAMAGES OCCASIONED BY THE MAINTENANCE OR REPAIR SERVICE.</p> <p>MOTOR VEHICLES UNDER MANUFACTURER'S WARRANTY:</p> <p><input type="checkbox"/> NO MOTOR VEHICLE UNDER MANUFACTURER'S WARRANTY WILL BE COVERED BY THE CONTRACT DURING THE PERIOD OF SUCH WARRANTY. WHEN A VEHICLE IS BEING REPAIRED AT AN AUTHORIZED DEALERSHIP UNDER WARRANTY, OTHER SERVICES, INCLUDING PERIODIC MAINTENANCE, MAY BE PERFORMED AT SAID DEALERSHIP. THE DIVISION RESERVES THE RIGHT TO SEND ANY DIVISION VEHICLE COVERED UNDER MANUFACTURER'S WARRANTY TO AN APPROVED VENDOR FOR ANY REQUIRED REPAIRS OR PERIODIC MAINTENANCE.</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>CONTRACT AWARD:</p> <p>VENDORS MUST BE LOCATED WITHIN THE PATROL AREA OF THE BARRACKS FOR WHICH THEY ARE BIDDING TO SERVICE STATE POLICE VEHICLES. EACH PATROL AREA IS LIMITED TO CERTAIN CITIES AND TOWNS TO REDUCE THE TIME AND DISTANCE TRAVELED TO HAVE VEHICLES SERVICED.</p> <p>SCITUATE HEADQUARTERS: SCITUATE, FOSTER, JOHNSTON, SMITHFIELD CHEPACHET BARRACKS: GLOCESTER, BURRILLVILLE, SMITHFIELD, FOSTER, SCITUATE LINCOLN BARRACKS: LINCOLN, CUMBERLAND, NORTH PROVIDENCE, PROVIDENCE HOPE VALLEY BARRACKS: HOPKINTON, RICHMOND, EXETER, WEST GREENWICH, COVENTRY, EAST GREENWICH WICKFORD BARRACKS: NORTH KINGSTOWN, EAST GREENWICH, SOUTH KINGSTOWN PORTSMOUTH BARRACKS: PORTSMOUTH, MIDDLETOWN, NEWPORT</p> <p>AWARD WILL BE BASED BY PATROL AREA TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER AS FOLLOWS: (ITEM #2 LABOR RATE X 3 TIMES PLUS GENERAL PREVENTATIVE MAINTENANCE ITEM #1 PLUS 3, 3.1, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14 PERIODIC PREVENTATIVE MAINTENANCE AND ABILITY OF VENDOR, EMPLOYEES AND SUBCONTRACTORS TO SUCCESSFULLY PASS A CRIMINAL RECORDS INVESTIGATION.</p>				

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STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>EVALUATION OF OFFERS:</p> <p>ALL VENDORS AND SUBCONTRACTORS (IF UTILIZED) WILL BE SUBJECT TO A THOROUGH BACKGROUND CHECK. VENDORS WILL BE REQUIRED TO SUBMIT A LIST OF EMPLOYEES AND SUBCONTRACTOR EMPLOYEES (IF UTILIZED), COMPLETE WITH HOME ADDRESS, SOCIAL SECURITY NUMBER AND DATE OF BIRTH AND WILL BE REQUIRED TO UPDATE THE LIST IF NEW EMPLOYEES ARE HIRED DURING THE CONTRACT PERIOD. A CRIMINAL RECORDS INVESTIGATION OF PROSPECTIVE VENDORS AND EMPLOYEES OF THE VENDORS SHALL BE CONDUCTED.</p> <p>VENDORS MAY BE DISQUALIFIED IF THE VENDOR, AN EMPLOYEE, OR SUBCONTRACTOR OF THE VENDOR HAS A BACKGROUND THAT MAKES THE VENDOR UNSUITED TO PERFORM THE REQUIRED SERVICE ON POLICE VEHICLES, AS DETERMINED BY THE STATE POLICE.</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
1.0	<p>928-47 GENERAL PREVENTATIVE MAINTENANCE 1. MONTHLY (TO BE PERFORMED AT AN INTERVAL OF NOT LESS THAN 2,000 MILES AND NO MORE THAN 2,500 MILES) VEHICLE MAINTENANCE TO INCLUDE THE FOLLOWING:</p> <p>A. LUBE/OIL/FILTER - DRAIN OLD OIL, ADD NEW OIL TO ENGINE (5W20 REQUIRED FOR MODEL YEAR 2000 OR NEWER) SPECIFICATIONS, INSTALL NEW OIL FILTER, LUBE ALL AREAS EQUIPPED WITH GREASE FITTINGS (OIL MUST BE 5W30 MOTORCRAFT CASTROL OR VALVOLINE AND OIL FILTER MUST MEET OR EXCEED MANUFACTURER'S SPECIFICATIONS).</p> <p><input type="checkbox"/> B. MONTHLY VEHICLE INSPECTION. (CHECK INCLUDES)  <input type="checkbox"/> 1. UNIVERSAL JOINTS.  <input type="checkbox"/> 2. BRAKE PADS AND/OR SHOES FOR WEAR. (4 WHEELS)  <input type="checkbox"/> REMOVE WHEELS FOR INSPECTION WHEN REQUIRED.  <input type="checkbox"/> 3. EXHAUST SYSTEM FOR LEAKS OR CRACKS.  <input type="checkbox"/> 4. TIRES FOR WEAR AND PROPER INFLATION.  <input type="checkbox"/> 5. WIPER BLADES.  <input type="checkbox"/> 6. ALL BELTS AND HOSES.  <input type="checkbox"/> 7. ALL LIGHTS/BULBS. (INCLUDES ALL EMERGENCY LIGHTING)  <input type="checkbox"/> 8. SHOCKS AND/OR STRUTS.  <input type="checkbox"/> 9. C/V JOINTS AND PROTECTIVE BOOTS.  <input type="checkbox"/> 10. LUBRICATE ALL DOOR, HOOD, AND TRUNK HINGES/LATCHES.</p> <p><input type="checkbox"/></p>	1.00	FLAT		

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2.0	<p>C. CHECK AND FILL ALL FLUID LEVELS AS REQUIRED INCLUDING, BUT  <input type="checkbox"/> NOT LIMITED TO: POWER STEERING, BATTERY, TRANSMISSION, BRAKE FLUID, WINDSHIELD WASHER, ENGINE COOLANT, DIFFERENTIAL CASES (FRONT AND REAR, IF EQUIPPED), TRANSFER CASE (IF EQUIPPED WITH 4 WHEEL DRIVE).</p> <p>NOTE: FLAT RATE FOR SERVICE INCLUDES ALL FLUIDS, OIL FILTER AND LABOR FOR THE ABOVE STATED (TO BE SUPPLIED BY THE VENDOR).</p> <p>928-47 LABOR:</p> <p>INSPECTION, MAINTENANCE, AND MECHANICAL REPAIRS FOR ALL STATE POLICE VEHICLES TO INCLUDE COMPLETE OVERHAUL OF ENGINES, INCLUDING REPLACEMENTS, STEERING AND/OR SUSPENSIONS SYSTEMS, REAR AXLE ASSEMBLIES, TRANSAXLE ASSEMBLIES, BATTERY REPLACEMENTS, AIR CONDITIONING COMPONENTS, TRANSMISSION REPAIRS, AND/OR THE REPLACEMENT OF ANY ACCESSORY EQUIPMENT (BODY AND FENDER WORK IS EXCLUDED). THE 2003 MITCHELL LABOR GUIDE (UPDATED ANNUALLY) SHALL BE USED FOR DETERMINING REPAIR TIME.</p>	1.00	HR		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>PARTS:</p> <p>PARTS AND MATERIAL WILL BE BILLED INDICATING THE PERCENTAGE OF DISCOUNT FROM THE SUGGESTED RETAIL PRICE LIST PROVIDED BY PARTS MANUFACTURER( A COPY OF THE PRICE LIST MUST BE SUPPLIED WITH EACH INVOICE) OFFERER TO INDICATE BELOW THE DISCOUNT FROM THE PARTS MANUFACTURERS SUGGESTED RETAIL PRICE LIST.</p> <p>BRAKE PADS TO BE BENDIX METLOK ONLY. SPARK PLUGS TO BE MOTORCRAFT ONLY. FRONT-END PARTS TO BE MOOG ONLY.</p> <p>% DISCOUNT OFF OEM PARTS LIST - MINIMUM 10% REQUIRED</p> <p>_____ %</p> <p>% DISCOUNT OFF AFTER MARKET PARTS LIST - MINIMUM 25% REQUIRED</p> <p>_____ %</p>				

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# BID SOLICITATION



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

**BID NUMBER: B03257**

**TITLE: VEHICLE MAINT & REPAIR**

**BID OPENING DATE AND TIME:**

**01/11/2004 11:30 AM**

BUYER: LISA HILL  
PHONE #: (401) 222 - 2142 ext. 116  
BLANKET PERIOD: 1/1/04 - 12/31/06

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Requisition Number(s): R15A037367

Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>PERIODIC PREVENTIVE MAINTENANCE:</p> <p>TRANSMISSION SERVICE: TO BE PERFORMED ON : 98 - 99 MODEL VEHICLES @ 20,000 MILES 00 - 04 MODEL VEHICLES @ 30,000 MILES</p> <p>ALL VEHICLE MAINTENANCE TO INCLUDE THE FOLLOWING:</p> <p><input type="checkbox"/> A. DRAIN OLD TRANSMISSION FLUID FROM TRANSMISSION AND TORQUE <input type="checkbox"/> CONVERTER (WHERE POSSIBLE), REMOVE OLD TRANSMISSION FILTER <input type="checkbox"/> AND PAN GASKET.</p> <p><input type="checkbox"/> B. INSTALL NEW TRANSMISSION FILTER AND PAN GASKET. REFILL TRANSMISSION TO PROPER LEVEL WITH KINITIC PETROLEUM SYNERGYN SUPER SHIFT TRANSMISSION FLUID.</p> <p><input type="checkbox"/> C. CHECK FOR PROPER OPERATION AND LEAKAGE.</p>				
3.0	<p>928-47 FLAT RATE FOR SERVICE, INCLUDING A THROUGH C ABOVE: FORD CROWN VICTORIA FLAT RATE FOR TRANSMISSION PREVENTATIVE MAINTENANCE</p>	1.00	FLAT		
3.1	<p>928-47 FLAT RATE FOR SERVICE, INCLUDING A THRU C ABOVE: FORD TAURUS FLAT RATE FOR TRANSMISSION PREVENTATIVE MAINTENANCE</p>	1.00	FLAT		

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STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
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Requisition Number(s): R15A037367

Item	Class-Item	Quantity	Unit	Unit Price	Total
4.0	928-47 FLAT RATE FOR SERVICE, INCLUDING A THROUGH C ABOVE: SUBURBAN/TAHOE/EXPLORER□□ FLAT RATE FOR TRANSMISSION PREVENTATIVE MAINTENANCE	1.00	FLAT		
5.0	928-47 FLAT RATE FOR AIR CONDITIONING SERVICE  PERIODIC PREVENTIVE MAINTNENANCE:  COOLING SYSTEM SERVICE: WINTERIZATION (TO BE PERFORMED ANNUALLY BY NOVEMBER 30TH OF EACH CALENDAR YEAR) VEHICLE SERVICE TO INCLUDE THE FOLLOWING:  □A. TEST ANTIFREEZE PERFORMANCE TO 40 DEGREES BELOW.  B. DRAIN USED ANTI-FREEZE, FLUSH COOLING SYSTEM, REFILL SYSTEM WITH PROPER MIXTURE (AS PER MANUFACTURER'S SPECIFICATIONS, UP TO TWO (2) GALLONS OF COOLANT)  C. PRESSURE TEST COOLING SYSTEM, CHECK FOR LEAKS. CHECK CONDITION OF ALL HOSES.	1.00	FLAT		

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STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
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Requisition Number(s): R15A037367

Item	Class-Item	Quantity	Unit	Unit Price	Total
6.0	928-47 FLAT RATE FOR SERVICE, INCLUDING A AND B ABOVE:  FORD CROWN VICTORIA FLAT RATE FOR COOLING SYSTEM PREVENTATIVE MAINTENANCE	1.00	FLAT		
7.0	928-47 FLAT RATE FOR SERVICE, INCLUDING A AND B ABOVE:  FORD TAURUS <input type="checkbox"/> FLAT RATE FOR COOLING SYSTEM PREVENTATIVE MAINTENANCE	1.00	FLAT		
8.0	928-47 FLAT RATE FOR SERVICE, INCLUDING A AND B ABOVE:  SUBURBAN/TAHOE/EXPLORER <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> FLAT RATE FOR COOLING SYSTEM PREVENTATIVE MAINTENANCE	1.00	FLAT		

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Requisition Number(s): R15A037367

Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>REAR DIFFERENTIAL SERVICE: (TO BE PERFORMED AT 30,000 MILE  <input type="checkbox"/><input type="checkbox"/><input type="checkbox"/><input type="checkbox"/> INTERVALS). VEHICLE SERVICE TO  <input type="checkbox"/><input type="checkbox"/><input type="checkbox"/><input type="checkbox"/> INCLUDE THE FOLLOWING:</p> <p><input type="checkbox"/>A. <input type="checkbox"/>REMOVE DIFFERENTIAL HOUSING COVER (IF APPLICABLE), DRAIN  <input type="checkbox"/><input type="checkbox"/>USED GEAR OIL, REMOVE OLD GASKET MATERIAL.</p> <p><input type="checkbox"/>B. <input type="checkbox"/>INSPECT DIFFERENTIAL ASSEMBLY. RE-INSTALL HOUSING COVER  <input type="checkbox"/><input type="checkbox"/>WITH NEW GASKET, FILL TO PROPER LEVEL WITH NEW GEAR OIL  <input type="checkbox"/><input type="checkbox"/> (SYNERGYN DIFFERENTIAL FLUID ONLY).</p> <p><input type="checkbox"/>C. <input type="checkbox"/>ADD LIMITED-SLIP ADDITIVE (IF APPLICABLE).</p>				
9.0	<p>928-47            FLAT RATE FOR SERVICE, INCLUDES A THROUGH C ABOVE:</p> <p>FORD CROWN VICTORIA/TAURUS            FLAT RATE FOR REAR DIFFERENTIAL PREVENTATIVE MAINTENANCE</p>	1.00	FLAT		
10.0	<p>928-47            FLAT RATE FOR SERVICE, INCLUDES A THROUGH C ABOVE:</p> <p>SUBURBAN/TAHOE/EXPLORER<input type="checkbox"/><input type="checkbox"/><input type="checkbox"/><input type="checkbox"/>            FLAT RATE FOR REAR DIFFERENTIAL PREVENTATIVE MAINTENANCE</p>	1.00	FLAT		

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STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
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**BID NUMBER: B03257**

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Requisition Number(s): R15A037367

Item	Class-Item	Quantity	Unit	Unit Price	Total
11.0	928-47 FORD CROWN VICTORIA/TAURUS FLAT RATE FOR MOUNT/DEMOUNT TIRE	1.00	FLAT		
12.0	928-47 SUBURBAN/TAHOE/EXPLORER□□□□ FLAT RATE FOR MOUNT/DEMOUNT TIRE	1.00	FLAT		
13.0	928-47 FORD CROWN VICTORIA/TAURUS FLAT RATE FOR TIRE BALANCING	1.00	FLAT		
14.0	928-47 SUBURBAN/TAHOE/EXPLORER□□ FLAT RATE FOR TIRE BALANCING	1.00	FLAT		
15.0	928-47 DISPOSAL COST PER TIRE□□□□□ ACCEPTABLE RANGE UP TO \$3.00	1.00	EA		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>RHODE ISLAND STATE POLICE TECHNICAL PROPOSAL SUMMARY</p> <p>VENDOR NAME: _____</p> <p>LOCATION: (CITY OR TOWN IN WHICH THE REPAIR FACILITY IS LOCATED)</p> <p>RHODE ISLAND STATE INSPECTION STATION: ( ) YES ( ) NO STATION # _____</p> <p>INSPECTION STATION CLASS: _____ NUMBER OF SERVICE BAYS: _____</p> <p>NUMBER OF VEHICLES THAT CAN BE WORKED ON SIMULTANEOUSLY: _____</p> <p>DOES YOUR FACILITY HAVE A LOCKED SECURE AREA FOR HOUSING VEHICLES? ( ) YES ( ) NO</p> <p>NUMBER OF EMPLOYEES: _____</p> <p>DO YOU EMPLOY ASE CERTIFIED TECHNICIANS? ( ) YES ( ) NO</p> <p>EQUIPMENT INVENTORY</p> <p>(1) LIST AND DESCRIBE THE FOLLOWING:</p> <p>a) HIGH SPEED TIRE BALANCER: _____</p> <p>b) 4 WHEEL ALIGNMENT MACHINE: _____</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	c) ENGINE DIAGNOSTIC COMPUTER EQUIPMENT:  d) IS YOUR FACILITY EQUIPPED WITH AN IN-HOUSE BRAKE LATHE? _____  e) REFRIGERANT RECOVERY SYSTEM: DOES THIS EQUIPMENT RECYCLE REFRIGERANT?  f) EXHAUST EMISSIONS ANALYZER:  g) 2000 EMISSION TEST SYSTEM: _____  h) ANY ADDITIONAL EQUIPMENT NOT LISTED?   DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.				
				<b>TOTAL:</b>	_____

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